

VI. COMMUNITY COLLABORATIVE

The Community Challenge Grant Program Statute (Section 18993.4(a) of the W&I Code) requires all grant applications to include “plans for community collaboration with parents, local agencies, businesses, school leaders, community groups, and private organizations.” In order to be considered for funding, all applicants must demonstrate community input and decision-making in identifying the type of interventions and strategies that will best meet local needs and achieve the goals of decreasing teenage and unwed pregnancies and absentee fatherhood. A community planning process contributes to a stronger framework for developing and implementing successful programs. It is through this process that community representatives, agencies, organizations and other stakeholders can work together to develop effective project interventions and strategies.

Applicants are encouraged to reach broadly into the community to identify and sustain the involvement of community partners and collaborators. Examples of local collaborators to a community planning effort include, but are not limited to:

- Academic Community
- Child Care Resources and Referral Agencies
- Community-based Organizations
- Community Groups
- Entertainment Industry
- Faith Community
- Job Training
- Foster Care Homes and Associations
- Fraternal Organizations
- Homeless Shelters
- Law Enforcement
- Juvenile Justice System
- Local Businesses
- Local Agreement Agencies (i.e., recreations centers, social service agencies, etc.)
- Medical Care Facilities, Hospitals
- Mentoring Agencies
- Neighborhood Watch Groups
- Parents and other family members
- Private Organizations
- Public Health Agencies, Clinics
- Recreational and Art Programs
- School Administrators, Teachers, and Boards
- Sports teams/groups (professional or amateur)
- Voluntary Health Associations
- Media
- Youth Groups
- Youth Shelters

The collaborative will enhance a project's effectiveness because different community-based agencies and organizations working with private businesses and government agencies are better able to extend their reach to the targeted population(s). The OCCG recognizes that there are different approaches to achieving the goal of community collaboration. However for the purpose of this RFA, the OCCG has defined two models of community collaboration—a more informal structure to be known as a **Collaborative Alliance** and a more formal structure to be referred to as a **Collaborative Partnership**. All applicants must demonstrate that their project supports either a Collaborative Alliance or a Collaborative Partnership.

Applicants should be advised that School Agreement Forms (Attachment VII) will be required from all schools where proposed CCG project activities will be delivered. Letters of Commitment will also be required from all proposed subcontractors. All other collaborators will be expected to submit Letters of Support to be included in the project application.

A. Collaborative Alliance

A Collaborative Alliance is characterized by the following:

- Supports joint decision-making on a specific activity or event with individual alliance members,
- Uses letters of understanding with collaborators,
- Usually has a limited number or no formal subcontractors, and
- Conducts meetings with collaborators on an as needed basis.

Application Requirements for the Collaborative Alliance:

- Identification of a project staff member who will have specific responsibilities to the collaborative alliance
- List of collaborators
- Letters of Support from collaborators
- School Agreement Forms (see Attachment VII) from school sites where project interventions will be conducted (if applicable).

Progress Report Requirement for the Collaborative Alliance:

- Submission of a record of meetings (e.g., dates, names, etc.) with collaborators

B. Collaborative Partnership

Collaborative Partnerships generally function with formal agreements (e.g., subcontracts, memorandum of agreements, etc.) between the applicant agency and its collaborating agencies to provide specific services as outlined in the Scope of Work. These formal agreements must specify the responsibilities for implementation of project interventions as well as in the case of a subcontract, must provide a detailed budget for expenditure of funds. Subcontractors must comply with the state subcontracting requirements as described in Appendix J (Subcontractor/Consultant Criteria) and with State constitutional restrictions (see PART ONE, V. Program Information, A. Eligibility/Who May Apply).

A Collaborative Partnership is characterized by the following:

- Supports joint decision-making with its collaborators for most or all of the project's Scope of Work,
- Develops a mission statement and/or vision statement for the Collaborative,
- Conducts regular meetings with the collaborators operating under by-laws or other procedures, and
- Involves subcontractors (agencies that receive \$5,000 or more per year).

CCG Application Requirements for the Collaborative Partnership:

- List of collaborators
- Letters of Commitment from subcontractors (\$5,000 or more annually)
- Letters of Support from all other collaborative partners
- School Agreement Forms (Attachment VII) from school sites where project interventions will be conducted (if applicable)
- Duty statement of the project staff member responsible for the collaborative partnership. At least 15-20 hours a month of a paid staff member must be designated to support the activities of the partnership and this responsibility must be reflected in the duty statement.

Progress Report Requirements for the Collaborative Partnership:

- Copies of by-laws, mission statement, and/or vision statement submitted with the first quarter progress reports, and

Copies of collaborative meeting minutes submitted with quarterly progress reports.